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OPTIONAL FORM NO. 10  
5010-104DD/ORD  
CSP File

UNITED STATES GOVERNMENT

**SECRET**

# Memorandum

TO : Deputy Director/ORD

DATE: 13 January 1969

FROM : AO/ORD

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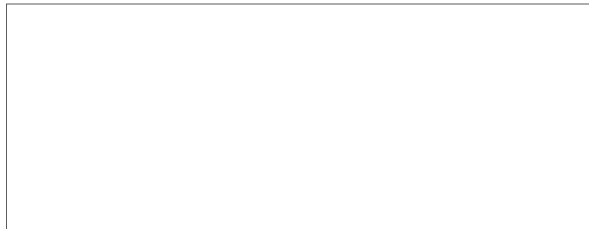
SUBJECT: [ ] Comments on Career Planning  
Personnel Officers Meeting - 21 November 1968

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In accordance with the comments from [ ] concerning the attitudes of Colonel White and DCI on career planning, the procedures described in the remainder of this memo are recommended as a possible answer to the problems voiced by Colonel White and the Director.

1. Each division shall prepare a list of "comers" which should be updated as required. (Monthly?) This list will contain an explanation of why the individual was selected for the list and should also detail any planned training and any other plans for the advancement of the individual's career.
2. A list of the remaining personnel in each division should be maintained with comments concerning career planning for the individual and a realistic look at his overall value to the organization. This list should also include the secretarial personnel attached to the division.
3. Would it not be proper, if such a procedure is established, to have each list reviewed by the Career Service Panel as an aid in determining ratings for the competitive evaluations or else dispense with the competitive evaluation as it now stands and substitute this list? In this way, we would have a current list of "comers" and plans for advancement of their career whenever it may be called for by DCI or DD/S&T. As it now stands, these lists of "comers" are prepared on an ad hoc basis and do not necessarily reflect the true status of the individual.

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**SECRET**GROUP 1  
Excluded from automatic  
downgrading and  
declassification